



Los Angeles County BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
4.090	County of Los Angeles, California Board of Supervisors Policy	(REVISED) 04/05/11

PURPOSE

This policy provides the public with a statement of the Board of Supervisors' guidelines and criteria for the funding process of the County's social programs ("Social Programs"), thereby promoting and enhancing the benefit of these programs to the community.

REFERENCE

Social programs have benefited the residents of the County for over 20 years. The Social Program Agreements provide funds to County departments, public and private agencies, and individuals to establish County programs or to fund other programs necessary to meet the social needs of the population of the County, including but not limited to the areas of health, law enforcement, rehabilitation, welfare, education, and legal services, and to assist in the needs of the physically, mentally and financially handicapped persons and aged persons pursuant to California Government Code 26227.

This policy sets forth the Social Programs' funding cycle. In addition, it defines Grantee and staff responsibilities under the Social Programs. Resources available for the Social Programs are subject to budget priorities as established by the Board of Supervisors.

Board Meeting of April 15, 2011, Item 10

POLICY

It is the policy of the Board of Supervisors that:

1. The Social Programs provide funds to County departments, public and private agencies, and individuals to meet the community and social needs according to the following criteria:
 - a. The underlying purpose of Social Programs is to benefit the County's neighborhood, communities and residents.
 - b. All funds awarded pursuant to Social Program Agreements must serve lawful public purposes.

- c. Funds shall not be used for any purposes prohibited by laws governing the use of public funds, including but not limited to political campaigning, religious, or purely private purposes or activities.
2. Funding recipients, including but not limited to sectarian organizations and private schools, may be awarded provided they satisfy the requirements of paragraph 1 above, and on the further conditions that the recipient organization acts only as a conduit to fund a designated social program, that the County funds are used only for the benefit of program recipients and that the social program is one that the County might otherwise make available for the benefit of its residents and that the social program is available to the public at large.
3. All appropriations available for Social Programs are included annually in the County's budget.
4. Amounts unallocated at the end of a fiscal year lapse and may be re-appropriated in the following year.
5. Funding not spent according to the Social Program Agreements by the funded organization will be returned to the County pursuant to the terms in the Social Program Agreement. These unspent and returned funds may be reallocated to other projects throughout the fiscal year.
6. To be eligible for Social Program funding, each organization must:
 - a. Commit to use the funding to provide services in one or more of the following areas; educational/recreational projects; local business and tourism promotional activities; arts and cultural programs; environmental awareness programs or projects, including maintaining and increasing open space holdings; public safety programs including fire protection projects; health and social service initiatives and programs; or County programs and projects which benefit the community and enhance the region's quality of life, or which the County might otherwise provide to benefit its residents.
 - b. Enter into a written agreement with the County that specifies the responsibilities of the organization with respect to use of Social Program funds, stipulating that the expenses will be documented and that the organization must provide a full accounting for the expenses.
7. If an organization receiving Social Programs funding has not spent the funds or provided documentation according to the requirements of the Social Program Agreement, the County shall require the organization to return any of the funds not spent or documented per the agreement. The County may choose to seek return of the funds through legal means if necessary.
8. The County shall have the right to audit each financial record submitted as documentation.
9. The Executive Office in conjunction with County Counsel may promulgate additional guidelines or procedures to effectuate this policy as deemed appropriate.

RESPONSIBLE DEPARTMENT

DATE ISSUED/SUNSET DATE

Issue Date: April 5, 2011

Sunset Date: April 5, 2015

Sunset Date: April 5, 2019